

**APPENDIX A**  
**STORM WATER POLLUTION PREVENTION PLAN CHECKLISTS**

**EPA BASELINE CONSTRUCTION GENERAL PERMIT REQUIREMENTS PRE-  
CONSTRUCTION CHECKLIST**

**Storm Water Pollution Prevention Plans**

1. A site description, including:
  - The nature of the activity?
  - Intended sequence of major construction activities
  - The total area of the site
  - The area of the site that is expected to undergo excavation
  - The runoff coefficient of the site after construction is complete
  - Existing soil or storm water data
  - A site map with:
    - Drainage patterns
    - Approximate slopes after major grading
    - Area of soil disturbance
    - Outline of areas which won't be disturbed
    - Location of major structural and non-structural controls
    - Areas where stabilization practices are expected to occur
    - Surface waters
    - Storm water discharge locations
  - The name of the receiving water(s)
2. A description of controls:
  - 2.1 Erosion and sediment controls, including:
    - Stabilization practices for all areas disturbed by construction
    - Structural practices for all drainage/discharge locations
  - 2.2 Storm water management controls, including:
    - Measures used to control pollutants occurring in storm water discharges after construction activities are complete.
    - Velocity dissipation devices to provide nonerosive flow conditions from the discharge point along the length of any outfall channel.
  - 2.3 Other controls including:
    - Waste disposal practices which prevent discharge of solid materials to waters of the U.S.?
    - Measures to minimize offsite tracking of sediments by construction vehicles
    - Measures to ensure compliance with State or local waste disposal, sanitary sewer, or septic system regulations
  - 2.4  Description of the timing during the construction when measures will be implemented.
3.  Are State or local requirements incorporated into the plans?
4.  Are maintenance procedures for control measures identified in the plan?
5.  Identification of allowable non-storm water discharges and pollution prevention measures.
6.  Contractor certification.
7.  Plan certification.

**EPA BASELINE CONSTRUCTION GENERAL PERMIT CHECKLIST**

**Storm Water Pollution Prevention Plan  
Construction/Implementation Checklist**

1. Maintain Records of Construction Activities, including:
  - Dates when major grading activities occur
  - Dates when construction activities temporarily cease on a portion of the site
  - Dates when construction activities permanently cease on a portion of the site
  - Dates when stabilization measures are initiated on the site
2. Prepare Inspection reports summarizing:
  - Name of inspector
  - Qualifications of inspector
  - Measures/areas inspected
  - Observed conditions
  - Changes necessary to the SWPPP
3. Report Releases of Reportable Quantities of Oil or Hazardous Materials (if they occur):
  - Notify National Response Center 800/424-8802 immediately
  - Notify permitting authority in writing within 14 days
  - Modify the pollution prevention plan to include:
    - the date of release
    - circumstances leading to the release
    - steps taken to prevent reoccurrence of the release
4. Modify Pollution Prevention Plan as necessary to:
  - Comply with minimum permit requirements when notified by EPA that the plan does not comply
  - Address a change in design, construction operation or maintenance which has an effect on the potential for discharge of pollutants
  - Prevent reoccurrence of reportable quantity releases of a hazardous material or oil

**EPA BASELINE CONSTRUCTION GENERAL PERMIT CHECKLIST**

**Storm Water Pollution Prevention Plan  
Final Stabilization/Termination Checklist**

1.  All soil disturbing activities are complete
2.  Temporary erosion and sediment control measures have been removed or will be removed at an appropriate time
3.  All areas of the construction site not otherwise covered by a permanent pavement or structure have been stabilized with a uniform perennial vegetative cover with a density of 70% or equivalent measures have been employed

**POLLUTION PREVENTION PLAN FOR STORM WATER DISCHARGE ASSOCIATED WITH  
CONSTRUCTION ACTIVITIES  
EROSION AND SEDIMENT CONTROL SELECTION CHECKLIST**

**INSTRUCTIONS: THIS CHECKLIST LISTS THE MINIMUM SEDIMENT EROSION CONTROL REQUIREMENTS UNDER THE USEPA GENERAL PERMIT. CHECK [✓] EACH ITEM AND FILL IN THE BLANKS BELOW TO EVALUATE COMPLIANCE FOR EACH DRAINAGE AREA AND LOCATION. NOTE: THIS CHECKLIST WAS PREPARED FOR THE USEPA GENERAL PERMIT. REQUIREMENTS FOR STATE GENERAL PERMITS MAY VARY.**

**Stabilization Practices**

- Stabilization will be initiated on all disturbed areas where construction activity will not occur for a period of more than 21 calendar days by the 14th day after construction activity has permanently or temporarily ceased.

Stabilization measures to be used include:

- |  |  |
|--|--|
| <input type="checkbox"/> Temporary Seeding | <input type="checkbox"/> Sod Stabilization |
| <input type="checkbox"/> Permanent Seeding | <input type="checkbox"/> Geotextiles       |
| <input type="checkbox"/> Mulching          | <input type="checkbox"/> Other _____       |

**Structural Practices**

- Flows from upstream areas will be diverted from exposed soils. Measures to be used include:

- |   |   |
|---|---|
| <input type="checkbox"/> Earth Dike                 | <input type="checkbox"/> Pipe Slope Drain |
| <input type="checkbox"/> Drainage Swale             | <input type="checkbox"/> Other            |
| <input type="checkbox"/> Interceptor Dike and Swale |   |

Drainage locations serving less than 10 disturbed acres	Drainage locations serving 10 or more disturbed acres
<input type="checkbox"/> Sediment controls will be installed Sediment controls include: <ul style="list-style-type: none"> <li><input type="checkbox"/> Sediment Basin</li> <li><input type="checkbox"/> Sediment Trap</li> <li><input type="checkbox"/> Silt Fence or equivalent controls along all sideslope and downslope boundaries</li> </ul>	<input type="checkbox"/> A Sediment Basin will be installed <input type="checkbox"/> A Sediment Basin is not attainable on the site; therefore, the following sediment controls will be installed: <ul style="list-style-type: none"> <li>Sediment Trap</li> <li>Silt Fence or equivalent controls along the sideslope and downslope boundaries</li> </ul>

**Sediment Basin Runoff Storage Calculation**

\_\_\_\_\_ acres area draining to the sediment basin  
 X  
 3,600 cubic feet of storage/acre  
 =  
 \_\_\_\_\_ cubic feet of storage required for the basin.